

2006 Michigan Court Managers Conference

Crystal Mountain Resort
Thompsonville, MI

May 16 - 19, 2006

A joint project of:

The Michigan Court Administration Association (MCAA)

The Michigan Association of Circuit Court Administrators (MACCA)

In Association with The Michigan Judicial Institute (MJI)



Greetings Colleagues:

With Spring nearly upon us, the annual Michigan Court Managers Conference can't be far behind. I invite you to join me on May 16 - 19 at Crystal Mountain Resort for this year's Conference. This year's education program focuses on two of the National Association for Court Management's (NACM) Core Competency Curriculums: Visioning and Strategic Planning and Court/Community Communication. Participants will be able to earn contact hours in both areas toward a Judicial Administration certificate/degree from Michigan State University (MSU). This is the third year in a row conference participants have been able to earn contact hours through the MSU program.

The Director of the MSU Judicial Administration Program, Maureen Conner, will serve as a primary faculty for the Visioning and Strategic Planning sessions. She recently conducted similar sessions for the North Carolina Conference of Court Administrators. In addition, Mary Sammon from the National Center for State Courts (NCSC) will facilitate a breakout session on "CourTools", a new measurement tool created by NCSC based on the Trial Court Performance Standards. Former 22nd Circuit Court Administrator James Inloes will facilitate a breakout session on court/community relations and Marcia McBrien, Michigan Supreme Court Public Information Officer, will moderate a panel discussion with various media representatives.

The Conference brings together administrators from around the state offering networking opportunities not available in any other forum. We anticipate an extensive vendor show again this year including approximately 40 vendors. The popular Welcome/Vendor Reception will be from 8:00 p.m. to midnight on Tuesday. ***After experimenting with holding association meetings on Tuesday evening, the Conference Committee has decided to move them back to Wednesday afternoon for this year's Conference.***

Once again this year we will have a number of social and recreational activities including the annual golf scramble on Wednesday. A casino/dining bus trip is tentatively being planned for Wednesday evening. Please be sure to indicate your interest on the registration form. This year's banquet theme is "Hollywood Nights", so be sure to bring a costume of one of your favorite Hollywood personalities. The Conference registration fee remains only \$100 and almost all meals are included in that price. Our group rate at Crystal Mountain is \$100/night for rooms ranging from standard guest rooms to one bedroom condos, based on availability. Two bedroom condos are \$195/night.

Our goal continues to be to offer important, innovative and insightful training programs to Michigan court managers as a foundation for elevating our profession and improving the court system. I hope to see you at Crystal Mountain in May.

Dave Walsh, Conference Chair

Inside:

Hotel Reservation Info	2
Vendor Showcase Info	2
Conference Agenda	3

Inserts:

- Conf. Registration Form
- Room Accommodation Group Reservation Form
- Resort site map
- Education Session Selection Form
- Conf. Golf Outing Form
- MCAA Scholarship Application
- MCAA Officer Nomination Form
- MCAA Award Nomination Form

Crystal Mountain Resort Reservations

Rooms at the Crystal Mountain Resort are reserved under the group name "Michigan Court Administration Association" and the Group Number 4516VO(U). **To receive the group rates the resort must receive a completed reservation form (enclosed) by April 16, 2006.** Group rooms that have not been reserved by that date will be released. Subsequent registrations will be accepted on an availability basis and at the current hotel rate rather than the group rate.

Guestroom rates are subject to 6% state sales tax, 2% local assessment, and 6% resort service fee. **If you are requesting tax-exemption, you must advise them at the time of registration and bring your tax-exempt form with you when you check-in. If you are claiming tax-exemption you must make payment by court check or court credit card.**

PLEASE REFER TO THE FOLLOWING INSERTS:

- ROOM ACCOMMODATION GROUP RESERVATION FORM
- THE CRYSTAL ROOM ACCOMMODATIONS DESCRIPTION SHEET
- THE CRYSTAL MOUNTAIN SITE MAP FOR ADDITIONAL INFORMATION.

Mentor Program

First time Conference attendees, please indicate your desire to participate in our Conference Mentor Program on your Conference Registration Form. An administrator from your area will be assigned to show you the ropes at this year's Conference.

Vendor Showcase

The Conference Vendor Show will once again begin with the Tuesday night Welcome/Vendor Reception from 8:00 p.m. to midnight. Vendor displays will continue through lunch on Wednesday, when any vendor prize drawings will take place.

Planned Social/Recreation Events

- Annual 9 Hole Golf Scramble, Wed. at 4:30 p.m.
Betsie Valley Course at the resort (see flyer).
- Little River Casino/Dining Shuttle Trip, Wednesday evening (tentative depending upon interest)
- Conference Banquet, HOLLYWOOD NIGHTS

Thursday at 6:00 p.m.: Join us on the Hollywood "Walk of Fame" for dining, dancing and general merriment. Come dressed as your favorite old-time or current Hollywood star/starlet.

Additional hospitality events will be available.

Random comments from 2005 Conference evaluations:

"The education was very good, useful and needed. The banquet and entertainment were great."

"Very informative, well-presented seminars; good networking opportunities."

"As a new administrator it was important to meet and share with my colleagues."



2006 CONFERENCE TENTATIVE AGENDA

Program Theme: **VISIONING & STRATEGIC PLANNING
COURT/COMMUNITY COMMUNICATION**

DATE	TIME	EVENT	FACULTY
Tuesday, May 16	8:00 p.m. - Midnight	Welcome/Vendor Reception	
Wednesday, May 17	7:30 a.m. - 8:45 a.m.	Continental Breakfast	
	8:45 a.m. - 9:00 a.m.	Keynote Remarks	
	9:00 a.m. - 10:00 a.m.	SCAO/MJI/SOS Reports	
	10:00 a.m. - 11:00 a.m.	Court Collections, Beth Barber	
	11:00 a.m. - 12:00 p.m.	KNOWLEDGE SHARE Panel/Audience discussions.	
	12:00 p.m. - 1:15 p.m.	Group Lunch	
	1:15 p.m. - 2:30 p.m.	PLENARY: Introduction to Visioning and Strategic Planning (VSP)	Maureen Conner
	2:30 p.m. - 4:15 p.m.	Association Business Meetings	
Thursday, May 18	7:30 a.m. - 8:30 a.m.	Continental Breakfast	
	8:30 a.m. - 12:15 p.m.	PLENARY: Visioning and Strategic Planning	Maureen Conner
	12:15 a.m. - 1:30 p.m.	Group Lunch	
	1:30 p.m. - 2:45 p.m.	BREAKOUT SESSIONS:	
		Advanced VSP	Maureen Conner
		CourTools	Mary Sammon
		Community Relations	James Inloes
	2:45 p.m. - 3:00 p.m.	Break	
	3:00 p.m. - 4:15 p.m.	REPEAT BREAKOUT SESSIONS	
	6:00 p.m. - Midnight	Conference Banquet	
Friday, May 19	8:00 a.m. - 9:00 a.m.	Breakfast Buffet	
	9:00 a.m. - 11:00 a.m.	PLENARY: Media Relations Media Panel	Marcia McBrien
	11:00 a.m.	Evaluations/Conference Adjourns	



2006 Michigan Court Managers Conference

CONFERENCE REGISTRATION FORM

Name: _____

Organization Affiliation: ☐ MCAA ☐ MACCA

☐ OTHER: _____

Court: _____

Address: _____

Phone: _____

Email: _____

Please complete this form in its entirety and mail with your check(s) made payable to MCAA by Friday, April 7, 2006.

**MAIL ALL REGISTRATION MATERIALS
BY FRIDAY, APRIL 7 TO:**

**TINA KEIFER
MCAA TREASURER
KALAMAZOO COUNTY DISTRICT COURT
150 E. CROSSTOWN
KALAMAZOO, MI 49001**

CONFERENCE FEE CALCULATION SHEET

☐ MCAA/MACCA member conference registration fee (\$100.00) \$ _____

☐ Non-member conference registration fee (\$150.00)..... \$ _____

☐ Additional meal tickets (includes tax and gratuity):

☐ Lunch, Wednesday, May 17 # of meals _____ x \$15.00 = \$ _____

☐ Lunch, Thursday, May 18 # of meals _____ x \$16.50 = \$ _____

☐ Banquet, Thursday, May 18 # of meals _____ x \$35.00 = \$ _____

☐ Breakfast, Friday, May 19 # of meals _____ x \$14.00 = \$ _____

TOTAL CONFERENCE FEES \$ _____

Besides access to the full education program, your Conference registration fee includes the following: Tuesday evening welcome reception, continental breakfast on Wednesday and Thursday, breakfast buffet on Friday, A.M. and P.M. session breaks on Wednesday and Thursday, group lunch on Wednesday and Thursday, and the Thursday evening banquet.

☐ PLEASE CHECK THIS BOX IF YOU NEED A VEGETARIAN DINNER FOR THE BANQUET.

Conference Mentoring Program for 1st Time Attendees

☐ I am a first time conference attendee. Please assign me a mentor for the Conference.

Little River Casino Outing

We have tentatively planned a shuttle outing to the Little River Casino for Wednesday evening. If we have a minimum of 20 people, the Casino will provide free shuttle transportation, \$10/person for gaming, and a \$3 meal discount per person. A second shuttle for those playing in the golf outing may be arranged. So we can determine overall interest, please indicate whether you would attend the outing.

☐ I am interested in participating in the Little River Casino outing.

2006 Michigan Court Managers Conference Golf Scramble

Defending Champions: Hughes, et al



- **Wednesday, May 17, 2006 at 4:30 p.m.** Modified shot-gun.
- At **Betsie Valley Course**, which is right on site at the resort.
- 9-hole, 4-person team event. Scramble format. Official rules will be distributed at the event.
- **\$35 per person includes golf, cart and \$5.00 for event prizes.** Various “best” and “worst” prizes will be offered.
- Golf is at the twilight rate so those wishing to continue playing after the event may do so with no additional charge.
- You can sign-up your own 4-person team or you can sign-up individually and you will be placed on a team.

By April 7, complete the entry form below and submit it with your check payable to MCAA to: Dave Walsh, 47th District Court, 31605 W. Eleven Mile Road, Farmington Hills, MI 48336.

Note: You do not need to sign-up as a full team. You may sign-up individually or as a partial team.

Name: _____

Other Team Members: _____

2006 Michigan Court Managers Conference Golf Scramble

Complete the information above and mail by April 7 with your check for **\$35 per person** payable to MCAA to: Dave Walsh, 47th District Court, 31605 W. 11 Mile Rd., Farmington Hills, MI 48336.

PLEASE COMPLETE AND RETURN WITH YOUR CONFERENCE REGISTRATION

The 2006 Michigan Court Managers Conference
A Joint Project of
The Michigan Court Administration Association (MCAA)
The Michigan Association of Circuit Court Administrators (MACCA)
In Association with the Michigan Judicial Institute (MJJ)

May 16 – 19, 2006
Crystal Mountain Resort
Thompsonville, Michigan

WORKSHOP SELECTION FORM

NAME: (Ms.) _____
(Mr.) _____
(Please Print or Type)

TITLE: _____

COURT: _____

COURT ADDRESS: _____

TELEPHONE: _____ () _____

ZIP CODE: _____

E-MAIL: _____

Please check the boxes indicating **ALL** sessions you wish to attend. In the space provided immediately following each of your workshop selections, please note questions/issues you would like covered during that session. Please see accompanying Workshop Description sheet for further information. Note: Materials from *all* workshop sessions will be available at the Conference.

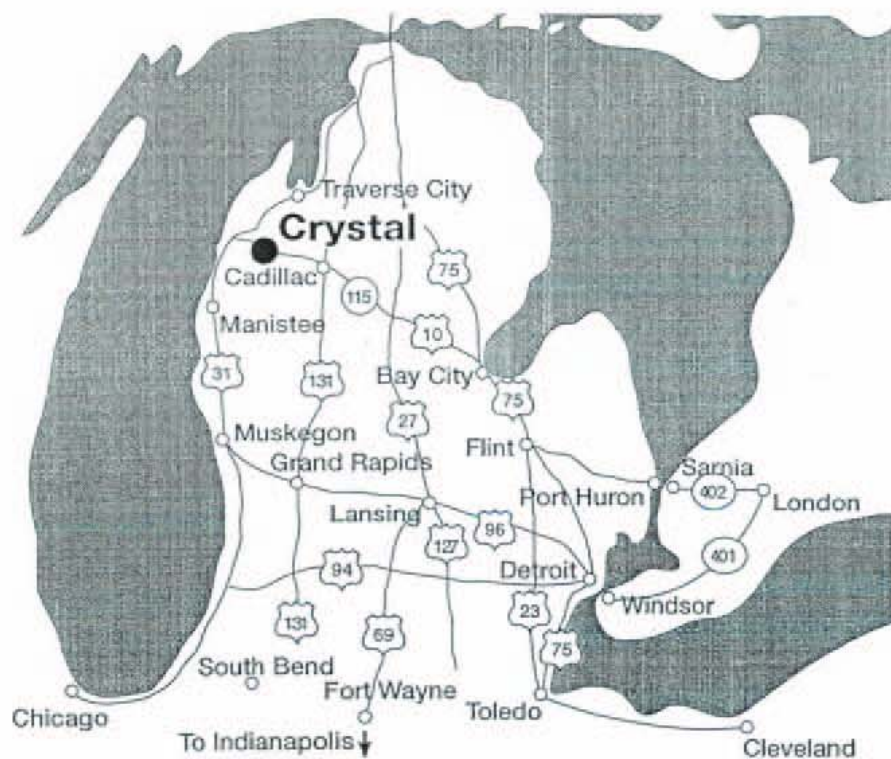
Thursday Afternoon Breakout Sessions

1:30 – 2:45 p.m. Sessions (Select One)

- | | |
|--|----------------|
| <input type="checkbox"/> Advanced Visioning & Strategic Planning | Maureen Conner |
| <input type="checkbox"/> CourTools | Mary Sammon |
| <input type="checkbox"/> Community Relations | James Inloes |

3:00 – 4:15 p.m. Sessions (Select One)

- | | |
|--|----------------|
| <input type="checkbox"/> Advanced Visioning & Strategic Planning | Maureen Conner |
| <input type="checkbox"/> CourTools | Mary Sammon |
| <input type="checkbox"/> Community Relations | James Inloes |



Crystal Mountain
12500 Crystal Mountain Dr.
Thompsonville, MI 49683

1-800-YOUR-MTN

Fax: (231) 378-2998

www.crystallmountain.com

info@crystallmountain.com

Ski hotline:
1-800-YOUR SKI

Crystal Mountain is located in picturesque Northwest Lower Michigan – on M-115, 28 miles SW of Traverse City and 39 mile NW of Cadillac.

From Detroit: (234 miles) Take I-75 north to US-10 west (north of Zilwaukee Bridge). US-10 will merge with US-27 near Clare, and then separate again just north of Clare. Continue to follow US-10 west, exiting at M-115 west, just prior to expressway ending, sign indicates M-115 to Cadillac). Follow M-115 west roughly 70 miles. Crystal Mountain is on the left hand side of M-115.

From Grand Rapids: (130 miles) Take US-131 north to Cadillac, exit M-115 west (Frankfort/Clare exit). Follow M-115 west 39 miles; Crystal Mountain is on the left hand side of M-115.

From Lansing: (171 miles) Take US-27 north, exit onto US-10 west, just north of Clare. Follow eight miles to M-115 west exit (just prior to expressway ending, sign indicates M-115 to Cadillac). Follow M-115 west roughly 70 miles. Crystal Mountain is on the left hand side of M-115.

From Cadillac: (39 miles) Take M-115 west from US-131 (West Cadillac-Frankfort/Clare exit). Crystal Mountain is located 39 miles from Cadillac on left hand side of M-115.

From Manistee: (28 miles) 21 miles north on US-31. Turn east on County Road 602, then 8 miles to M-115. Turn west to Crystal's entrance.

From Traverse City: (28 miles) Take US-31 south to Thompsonville Rd. (County Rd. 669) which is 10 miles past Interlochen. Follow County Rd. 669 south to Thompsonville. Turn right at blinker light, 2 miles to Crystal.

From Ft. Wayne: (295 miles) or Indianapolis: (380 miles) Take I-69 north to US-27. Follow US-27 north, exit onto US-10 west, just north of Clare. Follow eight miles to M-115 west exit (just prior to expressway ending, sign indicates M-115 to Cadillac). Follow M-115 west roughly 70 miles. Crystal Mountain is on the left hand side of M-115.

From Chicago: (280 miles) Chicagoans have two options, both start out the same: Follow I-94 E/NE to US-196 (just north of St. Joseph/Benton Harbor). Follow US-196 north to Holland; from here you could either: 1. Continue north on 196 to Grand Rapids, getting on US-131 north to Cadillac, exiting at M-115 west (Frankfort/Clare exit, prior to the expressway ending). Crystal Mountain is located 39 miles from Cadillac on left hand side of M-115. 2. Exit from 196 at Holland, onto US-31 north. Follow US-31 north through Manistee. From Manistee, you will continue north on US-31 an additional 21 miles. Turn east on County Road 602, then 8 miles to M-115. Turn west to Crystal's entrance.



CRYSTAL MOUNTAIN ACCOMMODATIONS

All units are non-smoking and feature: Air conditioning, satellite television, microwave, coffee maker, toaster, video player, hairdryer, iron and ironing board.

Efficiency kitchens include: Small refrigerator, microwave, plates, bowls, utensils.

Full kitchens include: Full size appliances (refrigerator, oven, dishwasher, stove), standard cooking and serving utensils.

GUEST ROOM - PINEHURST units are located along the Betsie Valley Course across from Kinlochen Lodge & Clubhouse. • One queen bed • Private bath, some units have double whirlpools • Efficiency kitchen.

RESORT HOTEL ROOM

COLONY units are conveniently located next to Kinlochen Lodge & Clubhouse. Units can adjoin to form a three bedroom suite. Some feature full kitchens and fireplaces. • Two queen beds • Bathtub with whirlpool jets • Efficiency kitchen.

HAMLET units are located next to the Lodge and the Peak, Crystal's indoor pool & fitness center. Two barrier-free units are available. • One queen bed, plus either a second queen bed, queen Sico bed or queen sofa sleeper • Whirlpool for two • Efficiency kitchen.

1 BEDROOM SUITE – INN UNITS are located at the heart of the resort, base of the slopes, next to the Crystal Center and the Wild Flower Restaurant. Ideal for the meeting attendee and social guest alike. • Private bedroom with queen bed • Double whirlpool tub • Efficiency kitchen • Electronic work station with integral voice & data ports • Living area with queen sized Sico bed • High quality task area with natural lighting and comfortable seating.

1 BEDROOM CONDOMINIUM

PINEHURST Condos are located along the Betsie Valley Course, across from Kinlochen Lodge & Clubhouse and Nordic Center. • Living room with fireplace and sofa sleeper • One bedroom with king bed • One bath including tub with whirlpool jets • Full kitchen • Dining area • Private outdoor deck overlooking the Betsie Valley Course.

WINTERGREEN Condos are located among the trees lining the Betsie Valley Course, adjacent to the tennis courts, and just steps away from the slopes. • Living room with fireplace & Sico bed • One bedroom with queen bed • One bath including tub with whirlpool jets • Full kitchen • Dining area • Private outdoor deck overlooking the Betsie Valley Course.

KINLOCHEN Condos are located in Kinlochen Lodge & Clubhouse overlooking the Betsie Valley course and the ski slopes. • Living room with fireplace & queen sofa sleeper • One bedroom with two queen beds • One bath including tub with whirlpool jets • Full kitchen • Dining area.

2 BEDROOM CONDOMINIUM

WINTERGREEN Condos are beautifully situated among the trees lining the Betsie Valley Course, just steps away from the slopes. • Living room with fireplace • Master bedroom with one queen bed and giant whirlpool for two with skylight • Guest bedroom with queen bed • Full kitchen • Dining area • Private outdoor deck overlooking the Course • Two full baths.

KINLOCHEN Condos are located in Kinlochen Lodge & Clubhouse overlooking the Betsie Valley course and the ski slopes. • Living room with fireplace, some with sofa sleeper • Master bedroom with one king or two queen beds • Guest bedroom with varied bedding • Two baths including one tub with whirlpool jets • Full kitchen • Dining area.



Group Name: Michigan Court Administration Association
Dates: May 16, 2006-May 19, 2006

Group #: 4516VO(U)
Issued: 8/8/05

Reservations must be made utilizing this form and be received by **April 16, 2006**. Reservations received after this date will be taken on a space available basis.

Accommodations: Please indicate your 1st and 2nd lodging preference below. If room type requested is not available, the next available room type and rate will be confirmed. **We cannot guarantee specific rooms/units.**

Check-in: 4:00pm

Check-out: 11:00am

Room	Single/Double Rate	Indicate 1 st & 2 nd Choice
Guest Room	\$ 100	
Hotel Room	\$ 100	
Suite	\$ 100	
One Bedroom Condo	\$ 100	
Two Bedroom Condo	\$ 195	

Quoted rates are subject to 6% state tax, 2% local assessment and 6% resort service fee.

Package Includes: Lodging Only

- Up to 3 children ages 17 & under sleep free when occupying same room with 2 paying adults.
- **There is a \$20.00 per person, per night charge for additional adults above the quoted occupancy.**
- All units are non-smoking. Decks are available upon request, based on availability.
- Credit card imprint is required at check-in for all guests.
- **There are no refunds on unused portions of lodging or package stays.**

Deposits: A deposit equal to the first night's lodging is required with each reservation. Please make check or money order payable to Crystal Mountain or include a credit card number. Do not send cash.

Cancellation Policy: Deposit is fully refundable if cancellation is made 14 days prior to your arrival. After 14 days, the deposit is non-refundable.

If reservation is canceled within 14 days of arrival and is guaranteed by credit card, full amount of required deposit will be charged.

Group #: 4516VO

Please Print

Arrival Date: _____ **Departure Date:** _____

Number of Adults in Party: _____ **Number of Children 17 & under:** _____

Mr. Mrs. Ms. Dr. : _____

Address: _____

City: _____ **State:** _____ **Zip:** _____ **Telephone #:** _____ **(Home)**

e-mail Address: _____ **(Work)**

Conference attendees sharing same room: _____

Special requests: (handicap accessible, etc.): _____

*** Crystal Mountain does its best to accommodate requests, but cannot guarantee them.**

Credit Card #: _____ **Expiration Date:** _____

Name as it appears on Card: _____

Signature: _____ **Date:** _____

Please mail or fax to: Crystal Mountain
12500 Crystal Mountain Drive
Thompsonville, MI 49683

Fax: 231-378-4879
Phone: 231-378-2000
Reservations Only: 800-968-7686

GROUP RESERVATIONS CANNOT BE ACCEPTED OVER THE PHONE.